



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

June 3, 2015

RALPH STEPHENS, TREASURER
BILL CASSIDY FOR US SENATE
PO BOX 80505
BATON ROUGE, LA 70898

Response Due Date
07/08/2015

IDENTIFICATION NUMBER: C00543983

REFERENCE: AMENDED 30 DAY POST-RUN-OFF REPORT (11/17/2014 -
12/26/2014), RECEIVED 05/27/2015

Dear Treasurer:

This letter is prompted by the Commission's preliminary review of the report referenced above. This notice requests information essential to full public disclosure of your federal election campaign finances. **An adequate response must be received at the Senate Public Records Office by the response date noted above. Failure to adequately respond by the response date noted above could result in an audit or enforcement action.** Additional information is needed for the following 1 item(s):

- Schedule A of your report indicates that your committee may have failed to file one or more of the required 48-hour notices regarding "last minute" contributions received by your committee after the close of books for the 12 Day Pre-Runoff Report (see attached). A principal campaign committee must notify the Commission, in writing, within 48 hours of any contribution of \$1,000 or more received between two and twenty days before an election. These contributions are then reported on the next report required to be filed by the committee. To ensure that the Commission is notified of last minute contributions of \$1,000 or more to your campaign, it is recommended that you review your procedures for checking contributions received during the aforementioned time period. The failure to file 48-hour notices may result in civil money penalties or legal enforcement action. (11 CFR § 104.5(f))

If any contribution of \$1,000 or more was incorrectly reported, you must amend your original report with the clarifying information. For each contribution received by a joint fundraising representative and subsequently transferred to your committee, **please ensure that your report discloses the original date of receipt of the contribution by the joint fundraising representative in a memo entry supporting the transfer.** The entry for the transfer itself should show the date the contribution was transferred to your